

Preparing Financial Statements Highlights (FSH)

Who will prepare Financial Statements Highlights (FSH)?

Type of Company	Filing of Financial Statements
Public / Private companies (limited/unlimited by shares), except those under (a) and (b)	Full set of XBRL financial statements
(a) Specific companies, i.e. commercial banks, merchant banks, licensed insurers, finance companies regulated by MAS	<u>Financial statements highlights (FSH)(XBRL)</u> + PDF copy of financial statements
(b) Companies allowed by law to prepare accounts in accordance with accounting standards other than SFRS, SFRS(I), SFRS for Small Entities and IFRS	<u>FSH (XBRL)</u> + PDF copy of financial statements
Solvent exempt private companies (EPCs)	Exempted from filing financial statements, but are <u>encouraged</u> to file with following options: - Full set of XBRL financial statements; or - <u>FSH (XBRL)</u>
Insolvent EPCs	Option of: - Full set of XBRL financial statements; or - <u>FSH (XBRL)</u> + PDF copy of financial statements
Companies limited by guarantee	PDF copy of financial statements (XBRL filing not required)
Foreign companies and their local branches	PDF copy of financial statements (XBRL filing not required)

Benefit of Filing FSH

Financial Statements Highlights (FSH) is salient financial and non-financial information and comprise of approximately 50 data elements.

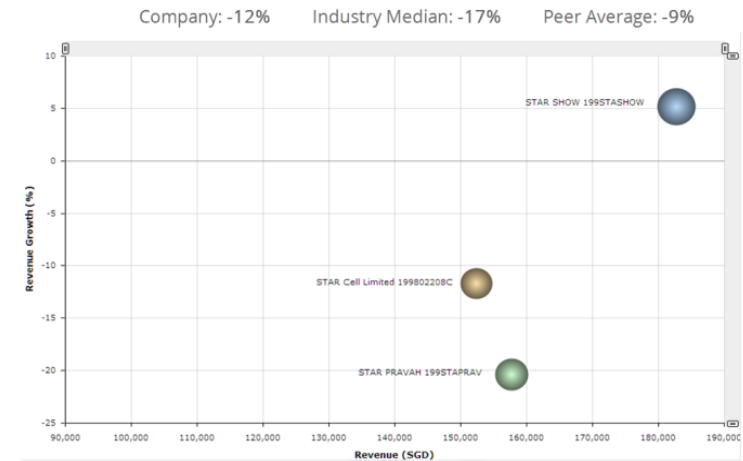
For you to experience the business value of XBRL enabled data, ACRA is offering the Free Data Analysis (FDA) report which can be accessed by all users at the BizFin^x portal.

Revenue Growth



Trend analysis of company's performance over time

Revenue Growth



Benchmarking performance against 6 peer companies and industry median

Step 1: Preparing FSH

Step 1: Download BizFin^x Preparation Tool (“prep tool”) ^{Note (a)} via [BizFin^x portal](#).

Step 2: Fill in scoping questions and generate templates in the prep tool

Step 3: Complete the templates in the prep tool

Step 4: Validate in prep tool and clear off errors

Note (a): The prep tool is an offline tool, free-of-charge, and made available by ACRA for preparation of XBRL files

Step 2: Fill in scoping question and generate templates

BizFin Preparation Tool

Name of Company (as registered in BizFile)	TEST COMPANY PTE. LTD.
Unique Entity Number	199000000A
Whether company is filing full set of financial statements in XBRL or financial statements highlights	Financial statements highlights
Nature of Reporting Company Filing Financial Statement Highlights	Solvent EPC
Type of Accounting Standard Used to Prepare Financial Statements	SFRS
Type of Company During Current Period	
Current Period Start Date	01-01-2016
Current Period End Date	31-12-2016
Taxonomy Version	FSH_General_2016_v4.1

[Edit](#)

Whether company is preparing financial statements for first time since incorporation	No
Prior period start date	01-01-2015
Prior period end date	31-12-2015
Whether financial statements are audited	Yes
Nature of financial statements - Company level or consolidated	Consolidated
Description of presentation currency	Singapore, Dollars
Level of rounding used in financial statements	Actual
Whether there are restatements to comparative amounts	No
Whether there are reclassifications to comparative amounts	No
Whether there are changes to comparative amounts due to other reasons	No
Type of statement of financial position	Current and non-current
Whether company (or group if consolidated accounts are prepared) has more than 50 employees	Yes
How was XBRL file prepared	In-house
Designation of preparer	Others

[Proceed](#)

Fill in scoping questions

Click "Proceed" to generate templates for Financial Statements Highlights

Step 3: Complete the templates






























Template	Information for Submission
Filing information	Basic info about company and info on the presentation of financial statements
Statement by directors and independent auditors' report	Info within statement by directors and independent auditors' report
Statement of financial position	Basic info within statement of financial position E.g. Total assets, total current assets
Income statement and statement of cash flows	Basic info within income statement and statement of cash flows E.g. Revenue, net cash flows from operating activities

- Provide information according to what is reflected in your financial statements
- Fields indicated with * are mandatory and should be submitted with a value. Leave other fields blank if they are not applicable
- Please refer to [Appendix A to Financial Statements Highlights guide](#) for more details on the list of elements under each template.

Step 4: Validate (in BizFin^x Preparation Tool)

Click “Validate” button within Tool Box to validate your file

The screenshot displays the 'TOOL BOX' interface of the BizFin^x Preparation Tool. The tool box is a vertical list of functions, each with a label and associated icons. At the bottom of the tool box, there is a row of five buttons: 'TOOLBOX', 'MAPPING ASSISTANT', 'SOURCE', 'PREVIEW', and 'VALIDATE'. A red dashed arrow originates from the text box on the left and points to the 'VALIDATE' button, which is also highlighted with a red rectangular border.

TOOL BOX	
Templates	 
Save	  
Import	
Company labels field	 
Note Number field	 
Note-text block	 
Footnotes	 
Reorder	 
Custom Date Options	  
Company	 
Untagged Row	  
Decimal	 
Rules Repository	  

Buttons at the bottom: **TOOLBOX** | **MAPPING ASSISTANT** | **SOURCE** | **PREVIEW** | **VALIDATE**

Step 4: Validate (in BizFin^x Preparation Tool)

Re-Validate Attach Export To E

Description of error

Error code

Linkages to the elements you can check to rectify the errors

This column indicates the template which the elements are from

Validation Results
Information

Genuine Errors: The errors highlighted must be rectified before filing. If the XBRL data is correct (i.e. no error), please apply for [exemption from specific XBRL filing requirements through BizFinx portal](#)

Possible Errors: These highlight areas where the XBRL data might contain error or is genuine accurate data. If the XBRL data contains error, please rectify the error. If the XBRL data is correct (i.e. no error), you may ignore these possible errors in the preparation tool, without changes required. After uploading the XBRL file onto BizFinx portal, please click on the provided checkbox(s) on BizFinx portal to confirm that the XBRL data is correct.

Validation Rules: The validation rules are set based on a specified set of criteria to assist in enhancing the quality of XBRL financial statements. However, they are not meant to be exhaustive or to serve as confirmation that the XBRL financial statements are correct. Companies should continue with their due diligence in ensuring the high quality of their filings with the Registrar.

No.	Error Message	Section	Error Id	Type of Error
1	Total assets should be equal to the sum of Total liabilities and Total equity. <div style="border: 1px solid black; padding: 2px;"> <p><u>Element(s) to check</u></p> <ul style="list-style-type: none"> - Taxonomy version (fromto_20120101_20121231) = FSH_General_2013_v1.0 - Total assets (asof_20121231) = 52,079,201 (Actual) - Total liabilities (asof_20121231) = 17,751,367 (Actual) - Total equity (asof_20121231) = 53,150,081 (Actual) </div>	Filing information Financial statements highlights - Statement of financial position Financial statements highlights - Statement of financial position Financial statements highlights - Statement of financial position	correlated_043	Genuine Error

This column indicates whether an error is a genuine or possible error.

Genuine Error: The errors highlighted must be rectified before filing

Possible Error: These highlight areas where the XBRL data might contain error or is genuine accurate data. If the XBRL data contains error, please rectify the error. If the XBRL data is correct (i.e. no error), you may ignore these possible errors in the preparation tool, without changes required.

Step 5: Save as XBRL

When you have completed your preparation and are ready to file your XBRL file, click “XBRL” button within Tool Box to save your XBRL file

The screenshot shows a 'TOOL BOX' interface with various functions. The 'Save' row is highlighted, and the 'XBRL' button is circled in red. A red dashed arrow points from the text box on the left to the 'XBRL' button. At the bottom, there are five buttons: TOOLBOX, MAPPING ASSISTANT, SOURCE, PREVIEW, and VALIDATE.

TOOL BOX	
Templates	
Save	
Import	
Company labels field	
Note Number field	
Note-text block	
Footnotes	
Reorder	
Custom Date Options	
Company	
Untagged Row	
Decimal	
Rules Repository	

TOOLBOX MAPPING ASSISTANT SOURCE PREVIEW VALIDATE

Step 6: Validate and Upload XBRL file

You may validate and upload your XBRL via any of the following steps:

Step 6a: Using BizFin^x Portal

or

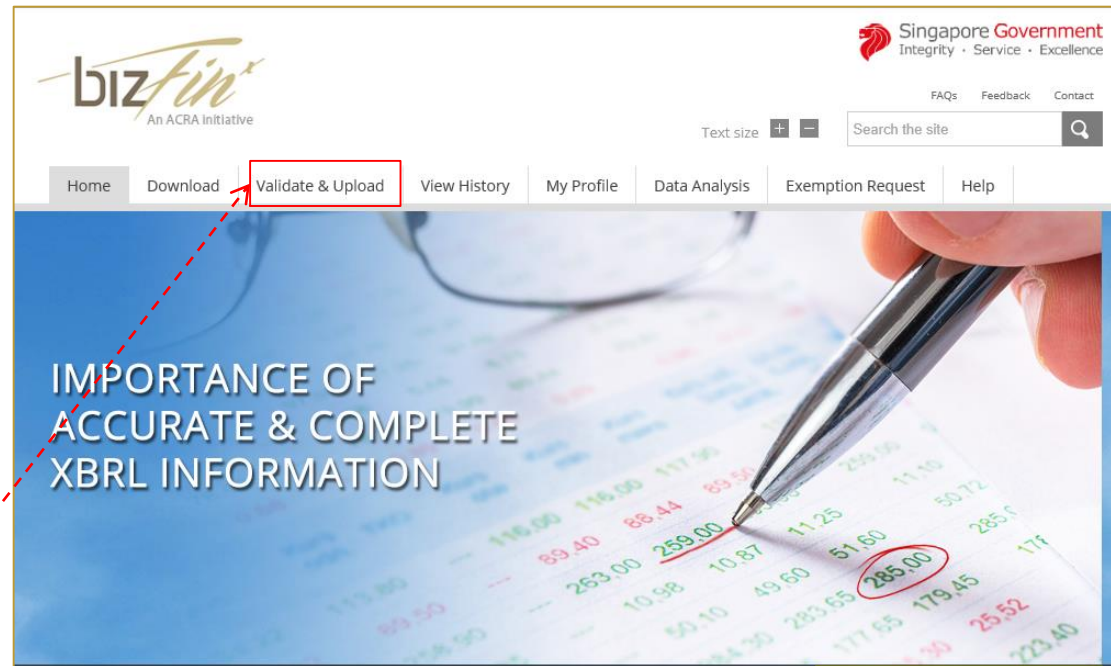
Step 6b: Using BizFin^x Preparation Tool.

Step 6a: Validate and Upload (using BizFin^x Portal)

1. Login through CorpPass

2. Click “Upload / Validate XBRL FS” tab to validate XBRL file in BizFin^x Portal.

If your XBRL file is free of genuine errors, the file can be uploaded into BizFin^x Portal.

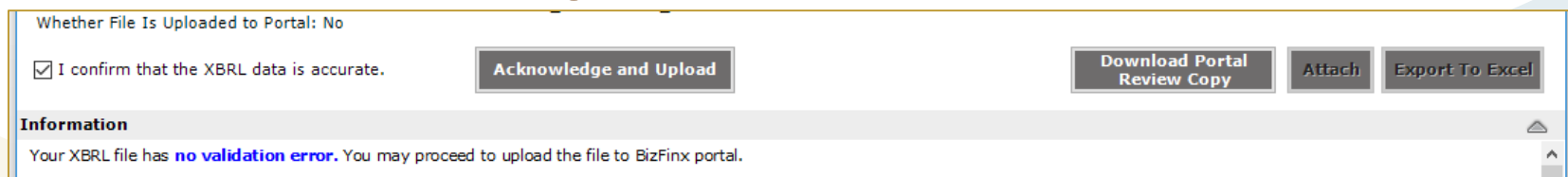


Step 6b: Validate and Upload (using BizFin^x Preparation Tool)

1. Perform Step 1 to Step 4
2. Click on “Upload” button in the menu bar



3. Enter the name of person uploading the XBRL file (Mandatory) and the email address to receive the validation results (Optional)
4. Click on “Validate & Upload” button.
5. In the “Portal Validation Result” window select the checkbox^(b) (if enabled) and click on “Acknowledge” button.

A screenshot of the 'Portal Validation Result' window. At the top, it says 'Whether File Is Uploaded to Portal: No'. Below this is a checkbox labeled 'I confirm that the XBRL data is accurate.' which is checked. To the right of the checkbox is a button labeled 'Acknowledge and Upload'. Further right are three buttons: 'Download Portal Review Copy', 'Attach', and 'Export To Excel'. Below the buttons is an 'Information' section with a scroll bar. The information text reads: 'Your XBRL file has no validation error. You may proceed to upload the file to BizFinx portal.'

Note (b): The checkbox will be enabled only if the XBRL file does not have any genuine error or all genuine errors have been granted exemption.

Step 7: Submit as part of Annual Return

Financial Information in XBRL Section

Financial Statements *

- Full set of financial statements
- Financial Statements Highlights

Note : For financial information in XBRL not uploaded to BizFile

- Please click on the **Go to BizFin^x** button to load financial information in XBRL
- Click on **Refresh Page** to show the uploaded file

Refresh

Go to BizFin^x

Note : For financial information in XBRL that have been uploaded to BizFile

- If you had successfully uploaded the file, it will be shown below
- To view the uploaded file, please click on the **Financial Period End** hyperlink
- To file the selected uploaded file with this AR, please click on one of the radio buttons under **Select** column

S/No.	Nature of Financial Information	Financial Period End	Uploaded by	Date	Select
No data to display.					

Financial Statements in PDF

NOTE:

- Attach full set of financial statements as tabled at the AGM (or sent to shareholder, in the case of a private company which has dispensed with holding an AGM.)
- (If the document size does not exceed 5MB, please attach it in Attachment 1. If it exceeds 5 MB, the file must be split into two attachments of maximum 5MB each.)

AGM copy of Financial Statements *

Choose File No file chosen

Continuation of Attachment

Choose File No file chosen

Select "Financial Statements Highlights" option and XBRL file uploaded within Annual Return.

End